



TANF Time Limits Coding Guide

Individuals with Less Than 60 Months

Case Descriptor (C/D) Coding

Adults or minor parent head-of-household do not need a specific time limits C/D code.

Need Resource (N/R) Coding

Adults or minor parent head-of-households must be coded with a TLY N/R code. The end date for this code should match their certification date.

When appropriate, a hardship code may be coded with the TLY. Although the following codes do not stop the accrual of months towards the TANF time limit, it is still important to code hardships as they are identified. This information is used to identify challenges experienced by TANF recipients and for funding allocation. The end date on any hardship code should match the documentation provided by the qualified medical professional (no further out than certification end date); if there is no documentation required, the end date should be either 90 days out or the certification date, whichever is sooner.

TLA – person with an alcohol and/or drug condition*

TLB – individual who is battered or subject to extreme cruelty**

TLC – adult caring for a child with a disability*

TLD – individual currently experiencing domestic violence

TLE – person in PAS (Parents as Scholars)

TLL – person with a learning disability*

TLM – person with a mental health condition*

TLS – adult with a disability*

TLX – person deprived of medical care**

** Indicates that verification from a qualified professional must be documented.*

*** Indicates that staffing with a TANF policy analyst is required.*



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Case Descriptor (C/D) Coding

Adults or minor parent head-of-household who have reached 60 months on the Oregon TANF time limit will need to have either a TRJ or TRH C/D on the system. The **TRJ** code indicates that the person has reached 60 months and is not eligible for a hardship extension but may still be JOBS mandatory; these individuals should be coded a "NO". The **TRH** code indicates that the person has reached 60 months and is eligible for a hardship extension; these individuals should be coded an "AD". Anyone coded with a TRH C/D still needs a TLY code to match the certification date and a corresponding TL N/R code.

For Individuals with More Than 60 Months - Hardship Extensions

- TLA – person with an alcohol and/or drug condition
- TLB – individual who is battered or subject to extreme cruelty
- TLC – adult caring for a child with a disability
- TLD – individual currently experiencing domestic violence
- TLE – person in PAS (Parents as Scholars)
- TLL – person with a learning disability
- TLM – person with a mental health condition
- TLS – adult with a disability
- TLX – person deprived of medical care

For Individuals during the 60th Month – Temporary Continuation of Benefits

Effective 4/1/16, there are two new codes that will be used to identify individuals who are granted a temporary continuation of their TANF benefits. These are different from hardship both hardship identifiers and extensions in that they are only allowed if they occur during the 60th month and they indicate a situation rather than a hardship. These situations must be staffed with a member of the TANF policy unit and the codes can only be entered by a "super user."

- TLF – person experiencing extreme crisis
- TLP – individual completing a JOBS Plus contract